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JUDUL: **CONTRACT AND TEMPORARY STAFF EMPLOYMENT MANAGEMENT SYSTEM**

SESI PENGAJIAN: **2006/2007**

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CONTRACT AND TEMPORARY STAFF EMPLOYMENT MANAGEMENT SYSTEM

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This report is submitted in partial fulfillment of the requirements for the Bachelor of Computer Science (Database Management)

FACULTY OF INFORMATION AND COMMUNICATIONS TECHNOLOGY
KOLEJ UNIVERSITI TEKNIKAL KEBANGSAAN MALAYSIA
2006

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DEDICATION

Specially dedicated to my beloved parents,
Ayob bin Abdullah and Zainab bt Abdullah

For my lectures and supervisor, Puan Noraswaliza bt Abdullah at Kolej Universiti Teknikal Kebangsaan Malaysia (KUTKM)

An lastly to my entire friends who have encoureged, guided and inspired me through the journey of my learning

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ABSTRACT

Contract and Temporary Staff Employment Management System (CTSEMS) is a web based application system that allow user to manage their contract and temporary staff employment at MINT (Malaysian Institute of Nuclear Technology Research). The purpose of the system is to enable applicants to search the job vacancy, submit the application and checking the application and interview status using MINT website. The current system is using manual system. All the records and data will be saved and stored in the files. Day by day the data will be increased according to the increasing of applicants. This manual system is not secured and suitable to store thousand of records. There are some problems in the current system. There are loosing of data, data redundancy, data security, data retrieving and problem in making files backup. The problems make the current system is in efficient. To replace the current system, a system based on 'computer technology' is developed by using Database Life Cycle methodology. This system is designed to help in managing all the information systematically compared to the current system. This system also has security system that can control the database from an unauthorized user. In overall this system using Wide Area Network (WAN) as the medium to access the system which is it will be implemented in MINT website where its spans a large geographic area, such as a state, province or country. CTSEMS system will be developed to support all the dearth and frailty of current systems and be an effective system to manage the contract and temporary staff employment.

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ABSTRAK

Sistem Pengurusan Pengambilan Pekerja Kontrak dan Sementara ialah sistem aplikasi web di mana membenarkan pengguna mengguruskan pengambilan pekerja kontrak dan sementara di MINT (Malaysian Institute of Nuclear Technology Research). Tujuan sistem ini adalah untuk membolehkan pemohon untuk mencari kerja kosong, menghantar borang permohonan dan semak status permohonan dan temuduga dengan melayari laman web MINT. Sistem semasa ialah sistem manual iaitu menggunakan fail. Semua maklumat di simpan dalam fail. Hari demi hari, data bertambah berikutan dengan penambahan pemohon. Sistem manual tidak ada keselamatan dan tidak sesuai untuk menyimpan ribuan maklumat. Beberapa masalah telah di kenal pasti dalam sistem semasa. Masalah-masalah tersebut ialah kehilangan data, pertindihan data , keselamatan data dan masalah dalam *backup* fail . Masalah tersebut menyebabkan sistem semasa tidak cekap. Untuk menggantikan sistem semasa, sistem yang berasaskan teknologi komputer di bangunkan menggunakan metodologi *Database Life Cycle.* Sistem ini di reka bentuk untuk membantu dalam menguruskan semua maklumat secara sistematik berbanding sistem semasa. Sistem tersebut mempunyai keselamatan di mana dapat mengawasi pangkalan data daripada di capai oleh pengguna. Secara keseluruhannya, sistem ini menggunakan rangkaian *Wide Area Network (WAN)* untuk membolehkan semua orang di Malaysia dapat capai . Sistem Pengurusan Pengambilan Pekerja Kontrak dan Sementara dibangunkan untuk menampung kekurangan dan kelemahan sistem yang sedia ada dan menjadi sistem yang lebih efektif untuk menguruskan pengambilan pekerja kontrak dan sementara.

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TABLE OF CONTENTS

CHAPTER	SUBJECT		PAGE
	DECLARATION		ii
	DEDICATION		iii
	ACKNOWLEDGEMENT		iv
	ABSTRACT		v
	ABSTRAK		vi
	TABLE OF CONTENT		vii
	LIST OF TABLES		xi
	LIST OF FIGURES		xii
	LIST OF ABBREVIATIONS		xv
	LIST OF APPENDIXES		xvi
CHAPTER I	**INTRODUCTION**		
	1.1	Introduction	1
	1.2	Project Background	1
	1.3	Problem Statement	2
	1.4	Objective	3
	1.5	Scopes	4
	1.6	Project Significance	6
	1.7	Conclusion	7

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CHAPTER II **LITERATURE REVIEW AND PROJECT METHODOLOGY**

2.1	Introduction	8
2.2	Fact and Finding	9
	2.2.1 Management Information System (MIS)	9
	2.2.2 Web Based Application	10
	2.2.3 Case Study	11
2.3	Project Methodology	14
	2.3.1 Database Life Cycle (DBLC)	14
2.4	Project Requirements	18
	2.4.1 Software Requirement	18
	2.4.2 Hardware Requirement	19
	2.4.3 Other Requirement	20
2.5	Project Schedule and Milestones	20
2.6	Conclusion	24

CHAPTER III **ANALYSIS**

3.1	Introduction	25
3.2	Problem Analysis	26
	3.2.1 Background of current system	26
	3.2.2 Problem Statements	30
3.3	Requirement Analysis	31
	3.3.1 Functional Requirement	31
	3.3.2 Decomposition Diagram	39
	3.3.3 Functional Description	40
	3.3.4 Existing Data and Required Data	44
3.4	Software Requirements	47
3.5	Hardware Requirements	49

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	3.6	Network Requirements	50
	3.7	Conclusion	51
CHAPTER IV	**DESIGN**		
	4.1	Introduction	52
	4.2	High-Level Design	53
		4.2.1 System Architecture	53
		4.2.2 User Interface Design	54
		4.2.2.1 Navigation Design	94
		4.2.2.2 Input Design	96
		4.2.2.3 Output Design	100
		4.2.3 Database Design	103
		4.2.3.1 Conceptual and Logical Database Design	103
		4.2.3.2 Database Selection	120
	4.3	Detailed Design	122
		4.3.1 Software Specification	122
		4.3.2 Physical Database Design	143
		4.3.2.1 Data Definition Language (DDL)	143
	4.4	Conclusion	155
CHAPTER V	**IMPLEMENTATION**		
	5.1	Introduction	156
	5.2	Software Development Environment setup	157
		5.2.1 Software, Hardware and Network Setup	157
		5.2.2 Database Environment Setup	158

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5.3	Database Implementation	161
	5.3.1 Restricting and Sorting Data	161
	5.3.2 Join	165
5.4	Software Configuration Management	166
	5.4.1 Configuration environment setup	167
	5.4.2 Version Control Procedure	168
	5.4.2.1 Numbering of Product Version	168
	5.4.2.2 Example of Product Version	169
5.5	Implementation Status	170
5.6	Conclusion	173

CHAPTER VI TESTING

6.1	Introduction	174
6.2	Test Plan	175
	6.2.1 Test Organization	175
	6.2.2 Test Environment	176
	6.2.2.1 Environment set-up	176
	6.2.2.2 System Software	177
	6.2.2.3 System Hardware	177
	6.2.3 Test Schedule	177
6.3	Test Strategy	179
	6.3.1 Classes of tests	180
6.4	Test Design	181
	6.4.1 Test Description	181
	6.4.2 Test Data	196
6.5	Test Results and Analysis	208
6.6	Conclusion	210

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CHAPTER VI CONCLUSION

7.1	Introduction	211
7.2	Observation on Weaknesses and Strengths	212
7.3	Prepositions for Improvement	213
7.4	Contribution	213
7.5	Conclusion	213

BIBLIOGRAPHY 215

REFERENCES 216

APPENDICES 217

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LIST OF TABLES

TABLE	TITLE	PAGE
2.1	Current systems features Comparison	13
2.2	PSM I Milestones	21
2.3	PSM II Milestones	23
3.1	Existing Data	44
3.2	Required Data	45
4.1	Input Design of Applicant Module	96
4.2	Input Design of Admin, Department Director and UPP Module	98
4.3	Output Design of Applicant Module	100
4.4	Output Design of Admin, Department Director and UPP Module	101
4.5	Data Dictionary of Staff Table	107
4.6	Data Dictionary of New Staff Request Table	108
4.7	Data Dictionary of Post Table	109
4.8	Data Dictionary of Applicant Table	110
4.9	Data Dictionary of Applicant Secondary Education Table	111
4.10	Applicant High Education Table	113
4.11	Data Dictionary of Applicant Experience Table	114
4.12	Data Dictionary of Successful Application Table	114
4.13	Data Dictionary of Interview Mark Table	115
4.14	Data Dictionary of C&T Staff Table	117
4.15	Function description for request staff process	122

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4.16	Function description for approval staff request process	126
4.17	Function description for Advertise job vacancy process	128
4.18	Function description for Applicant application process	129
4.19	Function description for Interview process	138
4.20	Function description for Contract and Temporary Staff Information	141
5.1	SQL query of where clause for list staff	161
5.2	SQL query of where clause for statistic of new staff request	163
5.3	SQL query of where clause for list of staff sort by department	164
5.4	SQL query of where clause by sorting of position	165
5.5	SQL query of join statement	166
5.6	CTSEMS Configuration Environment Setup	167
5.7	CTSEMS Numbering of Product Version	169
5.8	CTSEMS Implementation Status	170
6.1	Roles and Responsibility of Individual Involved in Testing	176
6.2	CTSEMS Testing Test Schedule	178
6.3	Login module testing	181
6.4	Registration staff testing	182
6.5	List staff testing	183
6.6	Edit staff testing	184
6.7	Delete staff testing	184
6.8	New staff request testing	185
6.9	View the list of new staff request testing	186
6.10	Edit new staff request testing	187
6.11	Delete new staff request testing	188
6.12	View staff profile testing	189

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6.13	Change Staff password testing	189
6.14	Approval the new staff request testing	190
6.15	Advertisement of Job vacancies testing	190
6.16	Checking the application status testing	191
6.17	Checking the interview status testing	192
6.18	Application form testing	192
6.19	Qualify applicant selection testing	193
6.20	Interview Information testing	194
6.21	Calculate Interview Marks Information testing	194
6.22	The interview successfully selection testing	195
6.23	Login Test Data	196
6.24	Registration staff Test Data	196
6.25	List staff Test Data	197
6.26	Edit staff Test Data	198
6.27	New staff request Test Data	199
6.28	View the list of new staff request Test Data	199
6.29	Edit new staff request Test Data	201
6.30	View staff profile Test Data	202
6.31	Change Staff password Test Data	202
6.32	Approval the new staff request Test Data	203
6.33	Checking the application status Test Data	203
6.34	Checking the interview status Test Data	204
6.35	Form Application Test Data	204
6.36	Test Result	209

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LIST OF FIGURES

FIGURES	TITLE	PAGE
2.1	Database Life Cycle (DBLC)	15
3.1	Context Diagram of the CTSEMS System for current system	27
3.2	Level 0 Diagram of the CTSEMS System for current system	29
3.3	Context Diagram of the CTSEMS System for to-be system	32
3.4	DFD Level 0 of the CTSEMS System for to-be system	33
3.5	DFD Level 1 of the staff request process	34
3.6	DFD Level 1 for the approve staff request process	35
3.7	DFD Level 1 for the advertise job vacancies process	36
3.8	DFD Level 1 for the applicant application process	37
3.9	DFD Level 1 for the Interview Status Process	38
3.10	Decomposition Diagram of the CTSEMS System for To-Be System	39
4.1	System Architecture of CTSEMS	54
4.2	Main Page of MINT Web Site	55
4.3	Vacancy Information Form	56
4.4	Application Online Form	57
4.5	Education Background Form	58
4.6	Experience Background Form	59
4.7	Applicant Application Form	60
4.8	Login for Interview Checking Form	61
4.9	Interview Checking Form	62
4.10	Login for Interview Result Checking Form	63
4.11	Interview Result Checking Form	64
4.12	Login Form for Admin	65
4.13	Admin Main Page	66

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4.14	Staff Registration Form	67
4.15	Admin Profile Form	68
4.16	Admin Change Password Form	69
4.17	Login Form for Department Director	70
4.18	Main Page of Department Director	71
4.19	New Position Application Form	72
4.20	Application Information Viewing Form	73
4.21	Request Result Form	74
4.22	Application Information Update Form	75
4.23	Department Director Profile Update Form	76
4.24	Department Director Change Password Form	77
4.25	Login Form for UPP	78
4.26	Main Page of UPP	79
4.27	List of Position Application Form	80
4.28	Report of Application Form	81
4.29	Main Menu of Applicant Application Form	82
4.30	List of Applicant Information (Application Status) Form	83
4.31	Applicant Details Form	84
4.32	Assigning Application Status Form	85
4.33	List of Applicant Information (Interview Status) Form	86
4.34	Assigning Interview Status Form	87
4.35	Application Status Menu Form	88
4.36	List of Applicant Successful for Interview Form	89
4.37	List of Applicant Successful in Interview Form	90
4.38	Form of Statistic List	91
4.39	Statistic of Employment According to Employee Status	92
4.40	Statistic of Requested Employment by Department	93
4.41	Navigation Flow of Applicant Module	94
4.42	Navigation Flow of Admin, Department Director and UPP Module	95

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4.43	Contract and Temporary Staff Employment Management System ERD diagram	104
4.44	Data Normalization of NEWSTAFF_REQUEST Table	119
4.45	Data Normalization of POST Table	120
4.46	User Level	153
5.1	Software Development Environment Setup	158
5.2	Start the Database Services Setup	159
5.3	PHP Code to Assign the Admin Login	160
5.4	The Output of where query for list staff	162
5.5	The Output of where query for statistic of new staff request	163
5.6	The Output of where query for list of staff sort by department	164
5.7	The Output of where query by sorting of position	165
5.8	The Output of join statement for advertise the job vacancies	166
5.9	Version control procedure	168

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LIST OF ABBREVIATIONS

NO	ABBREVIATION	WORD
1.	PSM	Projek Sarjana Muda
2.	PHP	Hypertext Processor
3.	DBLC	Database Life Cycle
4.	DML	Data Manipulation Language
5.	LAN	Local Area Network
6.	WAN	Wide Area Network
7.	DBMS	Database Management System
8.	RMS	Restaurant Monitoring System
9.	POS	Point of Sales

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LIST OF APPENDIX

APPENDIX	TITLE	PAGE
A	Gantt Chart	217
B	Logbook	218
C	User Manual	222

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CHAPTER I

INTRODUCTION

1.1 Introduction

Contract and temporary staff employment management system (CTSEMS) is a web-base system. It will be developed for UPP (*Unit Perkhidmatan dan Pengguna*) of Malaysian Institute of Nuclear Technology Research (MINT) at Bangi. MINT is a government sector established to research and applications of Nuclear Technology for Sustainable Development. This system is developed to help MINT's staff to manage the contract and temporary employees at MINT since there is no proper and efficient management system. This system include new contract and temporary staffs request function, applicant information, interview management, contract and temporary staffs information and can generate reports for the administration.

1.2 Project Background

The system is going to be concerning about the Contract and Temporary Employee management. The main reason of developing the system is to overcome the problems at current system which not successfully functions.

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The developed system is as a support system for managed the contract and temporary staff. This employment system provides a system for all the departments' to requests the contract or temporary staff, where all departments at MINT can access this system to submit requests of new employee when they needed. Request will be sent to UPP to be preceding the process of employment. After that, UPP advertise the job vacancy to public by MINT website.

The system provide automatic selecting candidate who qualify to become interview session .After that the system also include the interview process functions, to be used by interviewer to record and update the applicant's information and evaluation marks during the interview process. The information will be stored into the database. After that the system can calculate the marks of questions to specify who is qualified for the post required. Then, the applicant can check the application status and interview result by website. Besides that, the system generates the report about qualified applicants, not qualified applicants and total employees required of every post. In addition, the system has the function to record the information of new contract and temporary staff. For example, information about post, salary, duration of working and others.

1.3 Problem Statements

Obviously, there are some problems occur for the current system that makes this system proposed. They are;

i) Difficult to know how many contract and temporary staffs need by every department.

In the current system, all department directors at MINT need to fill in the request form to apply the new staff and this form must be sent to UPP by hand for process. Sometimes, while department director fill in the request form, they can make sentence

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mistake about the request information. After that, they must go to UPP for make the form correction. The sentence time, they do not make the correction because thus request already process. So difficult to UPP for to know how many contract and temporary staffs need by every department with clearly.

ii) Taking long time to generate the result of interview.

In the current system, the interview process is manually. For example, the interviewers need to calculate the interview marks one by one with manually.

iii) Applicant records are kept manually

The current system doest not own the systematic system that can organize the applicant's information. Each of the applicants' information is stored in paper form and finally the records stored into a specific file. By using this system, the applicant's information will be stored in a computer.

iv) Manual system is slow and inefficient.

The entire current system is mostly use lot of manual process, such as keeping the information manually, interview is managed manually and also appointment of interview that is controlled manually. The entire manually process are possibly cause a slow and inefficient system in managing the contract and temporary staff employment of Malaysian Institute of Nuclear Technology Research (MINT). By using this kind of system, there is possible that it can accommodate the big number of applicant's in one time.

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1.4 Objectives

The objective of developed Contract and Temporary Staff Employment Management System are;

i) To help MINT to advertise the job vacancy at website.

ii) To give information about job position to applicants.

iii) Give facilities to applicants who can upload their resume and checking the application status and interview result.

iv) To develop an online system that can manage the processes of the Contract and Temporary Staff Employment.

v) To let the major processes in Contract and Temporary Employment can be done online and systematically.

vi) To develop a proper storage for the data that are associated with the contract and temporary employment such as the applicants information, interview information and employees information.

1.5 Scopes

This contract and temporary staff employment management system will be implemented on UPP on Malaysian Institute of Nuclear Technology Research (MINT) while the system restricted only for managing the contract and temporary employees. The users for this system are department director, applicants, UPP and admin. Security setting for different user and security for data provided to prevent data sabotage. Next are the scopes in detail for each function.

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